

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION
STORM WATER INSPECTION REPORT
FOR AIRSPACE PROPERTIES WITHIN CALTRANS RIGHT-OF-WAY
(Rev. 6/2005)

1. TENANT/ FACILITY NAME		2. TENANCY NO.		3. AREA / SQ FT	
4. ADDRESS/LOCATION OF PROPERTY		5. CITY		STATE CA	6. ZIP CODE
7. TENANT CONTACT (NAME)		8. MAILING ADDRESS		9. CONTACT PHONE NO.	
10. LEASE START DATE		11. LEASE EXPIRATION DATE			
12. PROPERTY TYPE - <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> INDUSTRIAL <input type="checkbox"/> TELECOMMUNICATIONS <input type="checkbox"/> PARKING <input type="checkbox"/> OTHER:					
13. STANDARD INDUSTRIAL CLASSIFICATION (SIC) CODE _____					
14. SIC CODE DESCRIPTION _____					
15. FACILITY COVERED UNDER GENERAL INDUSTRIAL STORM WATER PERMIT? <input type="checkbox"/> YES <input type="checkbox"/> NO 15a. FACILITY'S INDUSTRIAL WASTE DISCHARGE IDENTIFICATION (WDID) NO. _____ 15b. DOES FACILITY HAVE A CURRENT SWPPP ONSITE <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A 16. FACILITY COVERED UNDER OTHER STORM WATER / WASTE WATER PERMIT? <input type="checkbox"/> YES <input type="checkbox"/> NO 17. PERMIT TYPE _____ 18. PERMIT NUMBER _____ 19. ENTITY RESPONSIBLE FOR STORM WATER DRAINAGE SYSTEM (e.g. County of/City of/Caltrans) _____					

I. FACILITY INFORMATION

II. ACTIVITY / BMP ASSESSMENT: Note outdoor activities conducted and BMPs implemented.

Photos ☐ Yes ☐ No Number of Photos _____

Activities – Check each activity present at the site.	BMP			Implementation Effectiveness*	
	Yes	No	N/A	Satisfactory	Needs Improvement
<input type="checkbox"/> Parking Lots.					
1. Are parking areas adequately maintained (significant cracking, deterioration)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
2. Are parking areas kept free of trash and litter?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
3. Are parking areas swept or vacuumed regularly and is wash down prohibited unless wash water is contained?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
4. Are parking areas kept relatively free of staining (oil, grease, etc.)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/> Building and Grounds Maintenance.					
1. Are pesticides and fertilizers used and stored properly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
2. Are areas swept regularly and is wash down by hosing prohibited unless wash water is contained?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
3. Are contained wash water, sweepings and sediments disposed of properly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
4. Are materials used in repair and minor remodeling (paints, etc.) stored properly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
5. Are paved surfaces adequately maintained (minimal crumbling asphalt or concrete)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
6. Are safer alternative products used whenever possible?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

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Activities – Check each activity present at the site.	BMP			Implementation Effectiveness*	
	Yes	No	N/A	Satisfactory	Needs Improvement
<input type="checkbox"/> Park and Landscape Maintenance. 1. Are non-vegetated surfaces covered to prevent erosion? 2. Are pesticides and fertilizers used only as needed and stored properly? 3. Are areas swept regularly and is wash down by hosing prohibited unless wash water is contained? 4. Are landscape clippings collected and disposed of properly? 5. Are irrigation systems designed to prevent runoff?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/> Outdoor Loading/Unloading of Materials. 1. Are delivery vehicles parked so spills and leaks can be contained? 2. Is the loading/unloading area covered to reduce exposure of materials to rain? 3. Is loading/unloading area designed to prevent storm water run-on? 4. Are storm drain inlets covered during transfer of materials?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/> Outdoor Storage of Materials/Products/Equipment. 1. Are covers used to protect all raw materials, byproducts, finished products items stored outside? (Circle covering type used) Plastic Roof Canopy Other 2. Are chemicals, drums, or bagged materials on pallets or similar method that keep them off the ground? 3. Are hazardous materials stored in properly designed secondary containment areas? 4. Are drip pans and containers used in areas where drips or leaks may occur? 5. Are berms, curbs, or other structures in place to minimize pollutants from entering the storm water system?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/> Waste Handling and Disposal. 1. Are materials recycled whenever possible? 2. Are wastes segregated and separated? 3. Is storage area designed to prevent storm water runoff? 4. Are waste dumpsters covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/> Erodible Surface Areas. 1. Are areas of exposed/disturbed soil properly managed? 2. Do any landscaped areas require re-vegetation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/> Illicit Connections/Illegal Discharges. 1. Are any illicit connections present? 2. Is illegal dumping or uncontrolled spillage/discharge occurring?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

SATISFACTORY: BMPs (including source control BMPs) used and effective.

NEEDS IMPROVEMENT: No BMPs used and stormwater pollution likely/Some BMPs used but not effective/Structural BMPs necessary to improve pollution prevention. *Provide Comments Below*

III BMP ASSESSMENT

20. Observations/Comments: _____

Corrective Action/Due Date: _____

21. Observations/Comments: _____

Corrective Action/Due Date: _____

22. Observations/Comments: _____

Corrective Action/Due Date: _____

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- IV. 23. NON-STORMWATER DISCHARGES:** ☐ None observed / no evidence of / no sources noted
☐ Sources observed, but BMPs in place
☐ Sources observed, no BMPs in place, but no discharge
☐ Observed discharges / evidence of discharges / no BMPs

Report any observed illicit connections and illegal/unknown discharges to Headquarters Right-of-Way and the District NPDES Storm Water Coordinator.

V. STORM WATER EDUCATION AND OUTREACH MATERIALS

24. DO EMPLOYEES RECEIVE GENERAL TRAINING FOR MANAGING RUNOFF FROM SITE? ☐ NO ☐ YES

DO EMPLOYEES RECEIVE SPECIFIC TRAINING FOR PREVENTING POLLUTION AND CONTROLLING RUNOFF FROM SITE (BMP IMPLEMENTATION)? ☐ NO ☐ YES

ARE TRAINING RECORDS AND EDUCATIONAL MATERIALS AVAILABLE FOR REVIEW? ☐ NO ☐ YES

VI. CONCLUSIONS

25. COMMENTS/RECOMMENDATIONS (Describe any non-storm water discharges, unsatisfactory conditions or work needed):

26. CORRECTIVE ACTIONS

☐ NONE ☐ CORRECT DEFICIENCIES NOTED ABOVE IN TIME FRAME INDICATED.

☐ FACILITY BMP INFORMATION PROVIDED

FOLLOW UP INSPECTION REQUIRED? ☐ NO ☐ YES

☐ YES, WITHIN 30 DAYS AFTER _____ ☐ YES, TO BE SCHEDULED WITHIN NORMAL FREQUENCY

VII. INSPECTION INFORMATION

27. INSPECTOR NAME (Printed)

28. DATE OF INSPECTION

29. TIME OF INSPECTION

INSPECTOR SIGNATURE

30. REASON FOR INSPECTION: ☐ Initial ☐ Scheduled ☐ Follow up ☐ Response to Complaint

NAME OF TENANT(S) ACCOMPANYING INSPECTOR

1. _____

2. _____

SIGNATURE(S) - TENANT RECEIVED FORM

1. _____

2. _____

NAME(S) OF OTHERS ACCOMPANYING INSPECTOR (IF ANY)

1. _____

2. _____

Ref: Caltrans NPDES Permit No. CAS000003 issued by California State Water Resources Control Board.

FIELD OBSERVATIONS

HELPFUL HINTS FOR STORM WATER INSPECTIONS

AREAS AND ACTIVITIES WITH POTENTIAL TO SPILL HAZARDOUS FLUIDS

- SPILL KITS AVAILABLE IF NEEDED
- SPILL RESPONSE AGENCY PHONE NUMBERS CLEARLY POSTED
- MATERIAL SAFETY DATA SHEETS AVAILABLE FOR PRODUCTS

PARKING LOTS

- PAVED AREAS SWEEPED DOWN AND NOT HOSED OFF
- TRASH RECEPTACLES AVAILABLE TO PREVENT LITTER
- SPILLS OR LEAKS SPOT CLEANED AS NEEDED

BUILDING AND GROUNDS MAINTENANCE

- VEGETATION LEFT IN PLACE WHERE POSSIBLE
- SOIL EROSION NOT OBSERVED
- GROUNDS FREE OF LITTER
- PAVED AREAS SWEEPED DOWN AND NOT HOSED OFF
- SAFER ALTERNATIVE PRODUCTS IN USE
- TRASH RECEPTACLES AVAILABLE TO PREVENT LITTER
- MINIMAL USE OF PESTICIDES AND FERTILIZERS

PARK AND LANDSCAPE MAINTENANCE

- SOIL EROSION NOT OBSERVED
- GROUNDS FREE OF LITTER
- PAVED AREAS SWEEPED DOWN AND NOT HOSED OFF
- IRRIGATION SYSTEMS DESIGNED TO PREVENT RUN-OFF
- USE OF PESTICIDES AND FERTILIZERS ONLY AS NEEDED

OUTDOOR LOADING/UNLOADING OF MATERIALS

- MATERIAL LOADING/UNLOADING AREAS ENCLOSED OR COVERED
- LOADING AND UNLOADING CONDUCTED IN DRY WEATHER IF NOT COVERED
- LOADING AND UNLOADING AREA BERMED OR SLOPED TO CONTAIN SPILLAGE
- NO DISCHARGE TO STORM DRAIN
- DRIP PANS AVAILABLE TO CAPTURE LIQUID LEAKS

OUTDOOR STORAGE OF MATERIALS/PRODUCTS/EQUIPMENT

- HAZARDOUS MATERIALS LABELED, COVERED, AND CONTAINED
- STOCKPILED MATERIALS COVERED
- NO SIGNS OF EXCESSIVE LEAKING FROM STORED EQUIPMENT
- DRIP PANS AVAILABLE TO CAPTURE EQUIPMENT LEAKS
- STORAGE AREA FREE OF LITTER
- GENERAL GOOD HOUSEKEEPING OBSERVED

▪ WASTE HANDLING AND DISPOSAL

- RECYCLABLE MATERIALS BEING RECYCLED
- WASTE CONTAINERS COVERED TO PREVENT STORMWATER RUN-OFF/RUN-ON
- DRIP PANS AVAILABLE TO CAPTURE GREASE WHEN TRANSFERRED
- AREA SWEEPED DOWN ON REGULAR BASIS
- AREA FREE OF STAINS OR OTHER SIGNS OF POLLUTANTS GOING INTO STORM DRAIN SYSTEM
- WASTE CONTAINERS IN GOOD CONDITION FREE FROM LEAKS
- GENERAL GOOD HOUSEKEEPING OBSERVED
- NO LITTERING SIGNS POSTED

ERODIBLE SURFACE AREAS

- PRESERVE NATURAL VEGETATION
- VEGETATION LEFT IN PLACE WHERE POSSIBLE
- SOIL EROSION NOT OBSERVED
- CHEMICAL STABILIZATION OR GEOSYNTHETICS IN USE ON BARE GROUND
- PAVED AREAS SWEEPED REGULARLY

ILLICIT CONNECTIONS / ILLEGAL DISCHARGES

- SIGNS OF ILLICIT CONNECTIONS TO STORMWATER CONVEYANCE SYSTEM(S)
- SIGNS OF ILLEGAL/UNKNOWN DISCHARGE OBSERVED GOING FROM THE LEASE PREMISES ONTO ADJACENT PROPERTY OR INTO THE STREET
- SIGNS OF ILLEGAL/OR UNKNOWN DISCHARGE OBSERVED COMING FROM ADJACENT PROPERTY ONTO THE LEASE PREMISES
- STAINED PAVEMENT IN AREAS NEAR OR SURROUNDING CATCH BASIN OR STORM WATER OUTFALL